



# CERTIFICATE SUPPLEMENT (\*)



## 1. TITLE OF THE CERTIFICATE ( )

**Library technologist, library technology**

## 2. TRANSLATED TITLE OF THE CERTIFICATE ( IS )

**Bókasafnstækni**

This translation has no legal status.

## 3. DESCRIPTION OF KNOWLEDGE AND SKILLS

### The Holder

- Is familiar with the role and operations of libraries, archives and other information centres
- Is familiar with the highlights in the history of libraries, archives and information centres in Iceland
- Is familiar with laws and regulations relating to archives, libraries and information centres and the role and objectives of the main types of libraries
- Is largely familiar with the operating environment of libraries, archives and other information centres
- Is familiar with the service role of libraries, archives and information centres and their obligations toward those they serve
- Is familiar with the way library collections are organised and the different types of data and document categories in libraries
- Can use content analysis and bibliographical records when searching for data and distributing information
- Is familiar with the different set-ups of libraries, archives and information centres and what such differences are based on
- Knows and is able to utilise the technological bases of machinery and software in libraries, archives and information centres
- Knows and is able to use the main machinery and software in libraries, archives and information centres
- Can process material, text and images for electronic publication
- Is familiar with the moral and social foundations of the information society
- Is familiar with all main types of data collections and their practical uses in libraries, archives and other information centres
- Is familiar with and knows how to use all main communication channels
- Knows how to obtain and distribute information in libraries and information centres
- Knows how to obtain and distribute information on the Internet
- Knows how to use databases and databanks to obtain information

## 4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE

Library technologists work primarily in obtaining and distributing information in companies, libraries, document archives and other information centres. They provide various users with service both general and specific. Library technologists work alongside specialists in obtaining information and recording data. They also do general computer-related work, maintain and update web-related materials and do promotional presentations for companies and organisations.

### (\*) Explanatory note

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information on transparency is available at: [www.cedefop.eu.int/transparency](http://www.cedefop.eu.int/transparency)

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#### 5. OFFICIAL BASIS OF THE CERTIFICATE

<b>Name and status of the body awarding the certificate</b> An Icelandic upper secondary school operating on the basis of the Upper Secondary School Act and the National Curriculum for Upper Secondary Schools, issued by the Minister of Education, Science and Culture.	<b>Name and position of governing body or region that looks after certifying or confirming the certificate</b> The Ministry of Education, Science and Culture
<b>Level of the certificate (national or international)</b> Upper secondary school level Isced 3	<b>Grading scale / Pass requirements</b> 1-10 Passing grade 5.
<b>Access to next level of education/training</b> Additional studies for matriculation.	<b>International agreements</b>
<b>Legal basis</b> The Upper Secondary School Act no. 92/2008	

#### 6. FRAMEWORK AND ORGANISATION OF TRAINING

<p>The average duration of the education and training programme is two years, organised as follows: formal education for four school terms, or 72 weeks including examinations, and 48 weeks of on-the-job training.</p> <p><b>Entry requirements</b> Primary school graduation certificate</p> <p><b>Additional information</b> Further information may be found on <a href="http://eng.menntamalaraduneyti.is/">http://eng.menntamalaraduneyti.is/</a></p> <p><b>National reference point</b> The Ministry of Education, Science and Culture, <a href="http://eng.menntamalaraduneyti.is/">http://eng.menntamalaraduneyti.is/</a></p>
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